

**Board of Towing and Recovery Operators
Application Work Group Meeting
2601 W. Broad Street, 2nd Floor
Richmond, Virginia 23220**

September 21, 2011 at 12:30 pm

Members Present:

Scott Wyatt
John J. Beall, Jr.

Staff Present:

Barbara Drudge

Members Absent:

Lt. R. C. Hardison

Meeting Called to Order:

The meeting was called to order at 12:30 pm, and those present were Scott Wyatt and John Beall.

Public Comments:

There were no public comments.

Acceptance of Meeting Minutes:

On a motion made by Mr. Beall and seconded by Mr. Wyatt, the minutes from the August 10, 2011 and August 31, 2011 Application Work Group meetings were approved unanimously.

Executive Session:

A motion was made by Mr. Beall and seconded by Mr. Wyatt at 12:33 pm to go into closed session to review criminal background histories for licensing and credentialing approval, pursuant to the exemption granted under Section 2.2-3711(A)(4) of the Code of Virginia..

The Application Work Group reconvened at 1:55 pm. Mr. Beall stated that only matters exempt under Virginia Code Sections 2.2-3711(A)(4) relating to a review of the criminal background histories for licensing and credentialing approval were discussed or considered during the closed meeting. Roll call by the Application Work Group to accept the above statement was unanimous.

The Application Work Group reviewed 15 driver authorization applications during the meeting. Out of 15, 13 initial applications were approved, one renewal application was approved, and one application was deferred until the next scheduled meeting.

Other Business:

There was no other business before the Application Work Group.

Next Meeting:

The Application Work Group proposed the rescheduling of future meetings to assist in the facilitation of a quorum, and proposed meeting next on October 5, 2011. Barbara Drudge was asked to schedule a meeting on Wednesday, October 5, 2011 if a quorum was available for meeting purposes.

Adjournment:

Mr. Wyatt moved to adjourn the Application Work Group meeting, and Mr. Beall seconded it. The motion passed unanimously, and the meeting adjourned at 1:59 pm.